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	Contact: Nicole Leitch - LeitchN@michigan.gov or 517-241-6679	
	Originating Office: Bureau of Child Welfare	
	Subject/Title: Monthly Foster Home Licensing and Adoption Performance	
	Distribution: <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <input checked="" type="checkbox"/> DHS Child Welfare Staff <input checked="" type="checkbox"/> Private Agency Child Welfare Staff <input checked="" type="checkbox"/> CSA Central Office Managers/Staff <input checked="" type="checkbox"/> Native American Tribes <input type="checkbox"/> Data Management <input checked="" type="checkbox"/> DHS County Directors <input type="checkbox"/> Other: </div> <div style="width: 35%;"> <input checked="" type="checkbox"/> BCAL <input type="checkbox"/> CWTI <input type="checkbox"/> SACWIS </div> </div>	

The Modified Settlement Agreement (MSA) requires that 1,450 new, non-relative foster homes be licensed by June 30, 2013 and 2,200 adoptions be finalized by September 30, 2013. To assist in tracking progress towards meeting these goals, attached are county scorecards detailing monthly licensing and adoption performance benchmarks. These scorecards will be disseminated to both DHS and Placement Agency Foster Care (PAFC) directors by the middle of each month.

Foster Home Licensing

FY2012 Non-Relative Foster Home Licensing Summary:

- 1,307 new, non-relative foster homes were licensed in FY 2012. This represented:
 - An 11% increase from FY2011 in the number of new, non-relative foster homes licensed
 - An increase of 67% of counties from FY2011.
 - 34% of the counties achieved and/or exceeded their non-relative licensing goal set for FY2012:

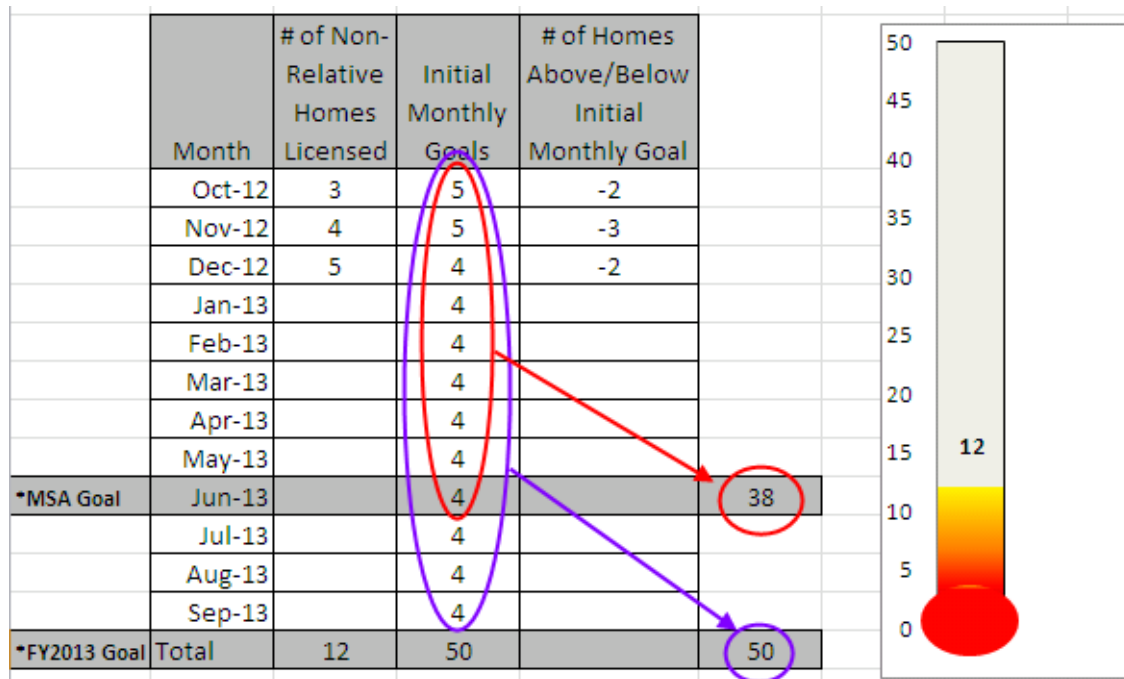
Allegan	Iosco/Ogemaw/Roscommon
Arenac	Jackson
Baraga/ Houghton/ Keweenaw	Lapeer
Benzie/Manistee	Livingston
Branch	Marquette
Calhoun	Monroe
Charlevoix/Emmet	Oakland
Delta	Ottawa
Dickinson	St. Clair/Sanilac
Hillsdale	Washtenaw

FY2013 Non-Relative Foster Home Licensing Goals:

Each county submitted an Adoptive and Foster Parent Retention and Recruitment Plan (AFPRR), which required collaboration and planning between the DHS county office (as the lead agency), the private agencies, federally recognized tribes that serve that county, faith communities, and key foster/adoptive/kinship parents. AFPRR plans outline the county's overall recruitment needs, goals, and the actions steps to achieve those goals. The county goals were negotiated with county directors. However to ensure that the MSA goal for licensing non-relative foster homes is met, counties will need to license additional non-relative foster homes. The Business Service Center directors will determine how the additional number of foster homes will be divided amongst the counties in their area in order to meet the 1,450 requirement. The final county goals will be reflected in the score cards for November 2012. **To ensure that the MSA non-relative foster home**

licensing goal is achieved, each county must meet their monthly non-relative foster home licensing goals.

The final goals for each county were broken down into monthly goals. The sum of the initial monthly goals from 10/1/2012 through 6/30/2013 will equal the MSA goal set for the county. The sum of initial monthly goals from 10/1/2012 through 9/30/2013 will equal the FY2013 goal set for the county.



To ensure both goals are met, the county will need to meet or exceed their monthly non-relative licensing goal. The column “# of Homes Above/Below Initial Monthly Goal” indicates how many homes the county is above/below their monthly goals. For example, if in October a county licensed 3 non-relative foster homes, but their monthly target goal is 5, then the county is 2 non-relative foster homes below where they need be to meet their MSA and FY2013 goal. If in November the county licensed 4 non-relative foster homes, but their monthly target goal is 5, then the county is now 3 non-relative foster homes below where they need to be to meet their MSA and FY2013 goal. If in December the county licensed 5 non-relative foster homes, but their monthly target goal is 4, then they are now 2 foster non-relative foster homes below where they need to be to meet their MSA and FY2013 goal.

Monthly goals were set for counties to ensure a consistent effort towards licensing non-relative foster homes. Creating a perpetual effort in licensing non-relative foster homes enables counties to license quality foster homes within appropriate time frames, and allows time to rule out inappropriate foster homes, instead of trying to license the majority of homes within the last couple months to reach a number.

MSA Goal for Non-Relative Foster Homes:

Based on the monthly licensing data provided by the Bureau of Children and Adult Licensing (BCAL), 131 new, non-relative foster homes were licensed in October 2012, 91 homes short of the monthly goals. To achieve the MSA mandate of 1,450 homes by June 30, 2013, DHS county directors, PAFCs, tribes, etc. are asked to increase all licensing efforts to meet their monthly non-relative licensing goals.

Adoptions

Congratulations on exceeding the adoption goal for FY2012. In order to meet the 70% target set in the Modified Settlement Agreement for FY2012, 2,153 adoptions needed to be finalized. Based upon adoption data provided by the Department of Human Services Data Management Unit, as of November 7, 2012, the State of Michigan has recorded 2,538 finalized adoptions.

In FY2013, 77% of the number of children who are legally free for adoption and with the goal of adoption as of September 30, 2012 must have adoptions finalized by September 30, 2013. Based on an initial data pull, an estimated 2,200 adoptions must be completed by September 30, 2013 to meet the 77% goal. This interim target will be used to ensure that the excellent work continues until a formal target is determined in January 2013 in order to take into account data lags. The final target will be provided after the January 2013 data pull.

Based upon adoption data provided by the Department of Human Services Data Management Unit, the State of Michigan is currently 70 adoptions below monthly goals. To focus efforts on achieving the MSA mandate of finalizing 2,200 adoptions by September 30, 2013, DHS county directors and contracted adoption agency directors should meet to identify adoption barriers and develop strategies to overcome the barriers on all assigned adoption cases and to ensure timely entry of adoption finalization data on SWSS.

Relative Licensing Goals

The placement of children with appropriate relatives as out of home caregivers continues to be a priority of the Department. However, all unlicensed relative placements must have at least one of the following, depending on the length of time since a child's placement:

1. A completed and approved home study within 30 days of placement for initial placements; and prior to placement for replacements. Completion and approval dates both must be entered into SWSS.
2. If a relative is pursuing licensure but is not yet enrolled, the case file should contain a record of the referral date to the licensing worker and an up-to-date status of the licensing process. This information can be input into the licensing database and the referral date can be entered in SWSS.
3. If pursuing a waiver, a completed DHS-875 signed by the DHS county director. Completion and approval dates both must be entered into SWSS.

Data reporting on the number of placements with unlicensed relatives continues to be a challenge because many SWSS case records do not reflect an approved home study or waiver, and relatives are not enrolled to be licensed with BCAL. Local office management must use the regularly updated "relative placement" reports on the Child Welfare Field Operations SharePoint site to identify and monitor those cases that require additional data entry or action.

AFPRR Allocations

The purpose of AFPRR funds is to provide financial resources to counties to support and retain current foster and adoptive parents and to recruit new foster and adoptive parents. These funds need to be **used throughout the year** to meet the needs of current foster and adoptive parents, and to recruit foster/adoptive homes to meet the needs of children coming into care. Recruitment activities should focus on recruiting homes for teens, sibling groups, children with disabilities, and specific children waiting for adoption who do not have an identified family as well as to meet additional targeted needs as identified by the county.

Examples of how AFPRR funds can be used to support counties in meeting their non-relative licensing goals:

- A recruitment contract with a current or closed foster/adoptive/kinship parent to plan and implement recruitment activities; respond to inquiries and follow-up with prospective foster/adoptive/kinship families; train PRIDE; plan and implement retention activities; organize and implement a support group and/or foster/adoptive/kinship parent mentoring program.

- Advertise in local newspapers, on billboards, with local radio and TV stations, movie theaters, etc. The Office of Communications is in the process of completing standardized brochures, posters, PSAs, advertisements, etc. for counties to use. Counties will be notified as soon as these items are available.
- For new and prospective foster and kinship parents, DHS has contracted with Judson Center for the Foster Care Navigator program. Foster Care Navigators provide support and assistance for foster and kinship parents from the initial inquiry until the home is licensed. Counties can access the Foster Care Navigator program by calling 1-888-335-3882.
- Engaging faith communities to help support our children in care as well as our foster, adoptive, and kinship parents by encouraging congregations to collaborate with agencies in projects or programs to benefit foster children, foster/adoptive/kinship families, or aging-out youth. As faith communities and faith community coalitions spread throughout Michigan, they continue to provide goods and services to support and wrap around our families caring for vulnerable children in the foster care system. If you are interested in collaborating with faith communities in your area, please contact Trina Richardson at RichardsonT12@michigan.gov for further information.

A centrally administered contingency fund was created for counties to access once a county has used a majority or 80% of their allocated AFPRR funds. If a county needs additional AFPRR funds for recruitment activities to meet their non-relative licensing goal, please contact Nicole Leitch at LeitchN@michigan.gov. **All requests to use the contingency funds must come from a DHS County Office and be submitted no later than June 1st, 2013.**